

MONTGOMERY COUNTY
FIRE AND RESCUE COMMISSION

MINUTES

AUGUST 9, 2001
EXECUTIVE OFFICE BUILDING AUDITORIUM
Rockville, Maryland

COMMISSIONERS PRESENT:

Gordon A. Aoyagi, Chairman
Fernando Bren, Vice-Chairman
Thomas Carr
Len Marco
Ronald Ogens
Anita Powell
Paul Sterling

STAFF PRESENT:

Neil Shorb, Staff Director
George Giebel, Program Manager
Beth Feldman, Administrative Specialist
Annette Cheng, Office Services Coordinator
Richard Melnick, OCA
Walter Wilson, OCA

OTHERS PRESENT:

Eileen Queenin, DFRS
Maile Jacobsen, Rockville VFD
Assistant Chief Randy Wheeler, DFRS
Merril Oliver, MCFRS
Darlene Flynn, MCFRS
Chief Michael Dmuchowski, Germantown VFD
Deputy Chief John Horvat, Wheaton VRS
President Eric Bernard, Rockville VFD
Marcine Goodloe, MCFB
Duty Chief Lisa Larson, Germantown VFD
Chief Dennis Urban, Bethesda FD
Chief Ned Sherburne, Bethesda-Chevy Chase RS
Chief James Seavey, Cabin John Park VFD
President David Chaconas, Bethesda-Chevy Chase RS
Chief David S. Dwyer, DVFRS

Chief Lawrence Gaddis, Bethesda FD
Jeffrey Gross, Hyattstown VFD
LaRue Moxley, Hyattstown VFD
Scotty Testerman, Hyattstown VFD
Matt Larson, Germantown VFD
Captain Leslie Cook, DFRS
Chief John Thompson, Kensington VFD
Amy Davis, IAFF Local 1664
District Chief Joseph Chornock, Germantown VFD
President Virginia Miller, Bethesda FD
Assistant Chief Roger McGary, DFRS
Clark Beall, Laytonsville VFD
President Tom Twigg, Laytonsville VFD
Debby McMurray, Rockville VFD

100 - CALL TO ORDER

The meeting of the Fire and Rescue Commission was called to order by Chair Aoyagi at 7:09 p.m. in the Lobby Auditorium of the Executive Office Building in Rockville, Maryland.

101-Report of the Executive Session of July 12, 2001

Fire Administrator Aoyagi announced that per Maryland State Government Article § 10-508(a)(1), the Commission held a closed session on July 12, 2001 at 8:40 p.m. in the Auditorium of the Executive Office Building, Rockville, Maryland. In attendance were Fire Administrator Aoyagi and Commissioners Bren, Carr, Freeman, Marco, Ogens, and Powell; Mr. Shorb, and Mrs. Cheng of the Commission staff. The motion to adjourn to a closed session was made by Commissioner Marco, seconded by Commissioner Carr and passed. One personnel matter was discussed.

102-Comments – the Fire and Rescue Commissioners

There were no comments from the Commissioners.

103-Report of the Chairman

- Chairman Aoyagi reported that Commissioner Freeman had an excused absence for tonight's meeting.
- Chairman Aoyagi reported that the MCFRS Staff held a meeting last month with the LFRDs to initiate the CIP process. Anyone who did not attend the session but wishes to receive the FY03-09 CIP packet may contact Darlene Flynn of the Budget Office.
- Chairman Aoyagi expressed his appreciation to the Laytonsville VFD for its suggestion to offer a piece of apparatus that could enhance the water supply study program. A discussion has been initiated and a decision will be announced at a later date.
- Chairman Aoyagi announced that the second annual meeting for Goal Setting for Strategic Planning will take place on Saturday, September 15, 2001, at the University of Maryland/Shady Grove – Rockville Campus, Building II from 8:30 a.m. to 4:00 p.m. A notice will be sent out to the LFRDs, the resource groups, and the Commissioners to invite the key representatives of the MCFRS to participate in the discussion of the Goal Setting for Strategic Planning meeting.
- Chairman Aoyagi welcomed the new staff of the Occupational Medical Services. Commissioner Carr introduced Dr. Robinson and Jim Valentine of Hunter Medical Group as the new OMS medical providers for the MCFRS.
- LOSAP Administration Executive Regulation
Staff has coordinated with the County Attorney, Council Staff, and the Council Staff Attorney. As a result of their review, staff made certain technical changes to the LOSAP Administration Executive Regulation. Chairman Aoyagi advised that those technical changes provided clarifying language. The regulation will be forwarded to the County Executive for his signature and then to the County Council for its information, in compliance with requirements for a Method 3 regulation. The regulation will be adopted when the Council receives it.

104- Approval of Minutes of July 12, 2001 Meeting

Commissioner Ogens provided staff some technical changes to the minutes of the July 12, 2001 FRC meeting.

A MOTION was made by Commissioner Ogens to approve the minutes of the July 12, 2001, meeting of the Fire and Rescue Commission as amended. MOTION SECONDED by Commissioner Marco and PASSED unanimously.

105- Election of FRC Vice-Chair

At the July FRC meeting, the nominating committee which consisted of Commissioners Carr and Sterling nominated Commissioner Bren to serve a one year term as the FRC Vice-Chair.

A MOTION was made by Commissioner Ogens to accept the nomination of Commissioner Bren as the Vice-Chair of the FRC for a one-year term. MOTION SECONDED by Commissioner Marco and PASSED unanimously.

On behalf of the Commission, Chairman Aoyagi extended his sincere appreciation to Commissioner Ogens for his service over the past year as FRC Vice-Chair.

200-CONSENT CALENDAR

201- Reallocation Request – Senator Amoss Funds – Germantown VFD

A MOTION was made by Commissioner Bren to approve the Consent Calendar. MOTION SECONDED by Commissioner Sterling and PASSED unanimously.

300- FIRE AND RESCUE COMMISSION COMMITTEE REPORTS

301- Operations

Commissioner Ogens reported the Operations Committee met on July 25, 2001. The Operations Committee discussed the following items: update on the Council of Governments Fire and Rescue Services Mutual Aid Operational Plan by Deputy Chief Allwang; referrals from FTP Committee regarding the Wear and Tear on Primary Units due to EMS Responses, and ALS Service in Fire Station 11's area. A request from Chief Baker regarding radio identification of unit staffing has been deferred to the September Operations Committee meeting.

302- Human Resources, Safety and Training

Commissioner Powell reported that the HRST Committee met on August 6, 2001. Updates were provided on Safety/Driver Training, the Wellness Initiative, and the Medical Standards for Volunteers. The HRST Committee mainly focused its discussion on the Code of Ethics and Personal Conduct regulation. Many comments were received from the field personnel but the Committee did not have an opportunity to review all comments submitted. However, the Committee members did review the summary listing of the field comments provided by staff. The Committee was instructed that not all field comments were included in the summary listing. Commissioner Powell advised that this issue is listed as Business Item #402 in tonight's FRC agenda packet for discussion.

303- Finance, Technology and Planning

Commissioner Bren reported that the July FTP meeting was cancelled due to summer vacation schedule and had been rescheduled for August 2, 2001. The Apparatus/Facilities Subcommittee gave an update on the EMS Vehicle Replacement report; Support Vehicle study; and Reserve Fleet study. The Finance Subcommittee chaired by Commissioner Marco discussed the MCFRS Insurance Deductibles, issues relating to FTP fiscal impacts in future fiscal years, and the work progress on the Acquisition of Fire and Rescue Vehicles policy. The Planning Subcommittee chaired by Commissioner Freeman reported that the plan for the renovation of Station 18 is under development. The Technology Subcommittee chaired by Assistant Chief Love reported on the

status of the Records Management System due for implementation in a year. A demonstration on hand-held devices will take place on August 6 at the site of the new ECC.

400- BUSINESS ITEMS

401-MCFRS Insurance Deductibles and Loss Control Initiative

The Fire Administrator is proposing the increase in MCFRS insurance deductibles as follows:

- a) motor vehicle collision from \$500 to \$1,000
- b) motor vehicle comprehensive from \$100 to \$500
- c) portable equipment from \$100 to \$500

In addition, the Fire Administrator is proposing the deletion of towing of vehicles insurance coverage due to mechanical breakdown. Towing expenses as a result of a vehicle collision will continue to be covered.

By increasing the insurance deductibles as recommended, the Fire Administrator plans to allocate the insurance deductible from a pool based upon the affiliation of the driver. The Fire Administrator will receive a report from the insurance company at the end of each quarter, indicating the number of accidents, extent and dollar amount of the damage, and the affiliation of the driver involved. A contract for towing services will be made available to the LFRDs.

Chairman Aoyagi also noted that he has appointed a special task force work group which includes representatives from Willis Corroon, County Risk Management, VIFS, and MCFRS staff to develop a root cause analysis of all vehicle collisions that occurred during last year and to determine how those accidents could have been reversed. The work group will report back to the Fire Administrator in October and will make recommendations to the FRC regarding a specific loss control strategy.

A MOTION was made by Commissioner Bren to delete towing expenses from vehicle breakdowns as a covered loss and to increase the MCFRS insurance deductibles as follows:

- a) motor vehicle collision from \$500 to \$1,000**
- b) motor vehicle comprehensive from \$100 to \$500**
- c) portable equipment from \$100 to \$500**

MOTION SECONDED by Commissioner Marco and PASSED unanimously.

402- Code of Ethics and Personal Conduct Regulation

Committee Chair/Commissioner Powell reported that comments on the Code of Ethics and Personal Conduct were due on July 27, 2001 and the HRST Committee met on August 6, 2001 to discuss this issue. At that meeting, the HRST members reviewed a summary of field comments prepared by Staff.

Mr. Giebel briefed the Commissioners on the summary of field comments.

Commissioner Ogens raised concerns about the definition of "Officially Sanctioned" uniform. Chairman Aoyagi reported that the adoption of this proposed language will give the FRC the ability to take action when an off-duty MCFRS personnel was improperly wearing the officially-sanctioned uniform.

Commissioner Bren objected to the prohibition on the wearing of an officially-sanctioned uniform when a MCFRS personnel is off-duty. He also suggested that staff review the concept of the third party complaint and all field comments regarding "on-duty" personnel.

Commissioner Ogens requested the issue be discussed by the Commission at a FRC work session.

Action on this item was deferred. A FRC worksession on the proposed Code of Ethics and Personal Conduct regulation will be scheduled in the near future.

500- FIRE AND RESCUE SERVICES REPORTS

501- DVFRS Chief

Chief Dwyer reported that a contractor has been selected to review the LOSAP program. He advised that discussion on the forthcoming night classes for paramedics has been finalized. He also reported that former Chief Mossburg of the Rockville VFD has been hospitalized at Suburban Hospital.

502- DFRS Chief

On behalf of Chief Strock, Assistant Chief Wheeler reported that classes for EMT-Basic, EMT-Paramedic, and Essentials of Firefighting for Volunteers graduate on August 30, 2001. He noted that Recruit Class 20 commences on September 14, 2001.

503- Report of the Fire Board

Vice-Chairman Bernard stated that he was disappointed that two items - "Training Opportunities" and "Policy Development for the OIA and COM/PIO", were not listed on the Business Items of tonight's FRC agenda for discussion, as the Fire Board had requested for the third time since the last FRC meeting on June 14, 2001.

He reported that Chairman White met with County Executive Doug Duncan, and was asked to provide additional names for consideration to the FRC. After researching the by-laws regulation, Chairman White informed Mr. Duncan's office that the Fire Board was unable to provide additional names. The Fire Board has provided the names of six qualified candidates to the County Executive's Office and anticipates that Mr. Duncan will select one of these candidates.

Due to a large fire that the Rockville VFD responded to on the night of the August Fire Board meeting, the election of the Fire Board was deferred to its September meeting.

Vice-Chairman Bernard reported that the Montgomery County Agricultural Fair kicks off on Friday, August 10, 2001.

504- Report of the Montgomery County Volunteer Fire and Rescue Association

Dr. Wilson raised concern about the July 31, 2001 memorandum from the Fire Administrator regarding the MCFRS Insurance Deductibles. He again raised the issue on broadcasting Death Announcements on the radio.

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505- Report of the Montgomery County Career Fire/Rescue Officers Association

There was no report.

506-Report of the Montgomery County Career Fire Fighters Association

There was no report.

**A MOTION was made by Commissioner Ogens to adjourn the meeting. MOTION
SECONDED by Commissioner Marco and PASSED unanimously.**

The meeting was adjourned at 8:45 p.m.

Respectfully Submitted,

Gordon A. Aoyagi
Chairman